

655—2.15(152) Reports to the board.

2.15(1) Annual reports. The board shall provide information to the program about the requirements of the annual report. The head of the program shall submit an annual report that includes:

- a. Progress toward achievement of goals identified by the program for the previous academic year.
- b. Qualifications and major responsibilities of the head of the program and each faculty member.
- c. Policies for admission, progression and graduation of students.
- d. Policies for student health and welfare.
- e. Current enrollment by class/cohort.
- f. Number of admissions and graduations per year for the past five years.
- g. Passing percentages of graduates on the national licensure examinations for the past five years.
- h. Employment data for graduates.
- i. Curriculum plan.
- j. Descriptions of resources, clinical facilities, preceptorship experiences and contractual arrangements.
- k. Copy of audited fiscal reports, including a statement of income and expenditures.
- l. Goals for the current academic year.
- m. Catalog of the controlling institution or program.

2.15(2) Special reports. The program shall notify the board of the following:

- a. Change of controlling institution. Information shall include official name of the program(s) and controlling institution, organizational chart of the controlling institution, and names of administrative officials.
- b. Changes in administrative personnel in the program or controlling institution.
- c. Opening of a new site or campus.

2.15(3) Changes requiring board notification and approval. The program shall submit nine copies of a proposed change for board approval at least three weeks prior to the next scheduled board meeting when the outcome will:

- a. Lengthen or shorten the course of study.
- b. Add or delete academic credit in a course required for graduation.
- c. Add or delete a course required for graduation.
- d. Alter graduation requirements.
- e. Reduce the human, physical or learning resources provided by the controlling institution to meet program needs as described in rule 2.7(152).
- f. Substantively alter the philosophy/mission of the program.
- g. Revise the predominant method of instruction or delivery, including transition from on-site to self-study or distance learning.
- h. Entail delivery of a cooperative program of study with an institution that does not provide a degree in nursing.
- i. Increase the number of student admissions by 20 percent or more.